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OFFICE OF FINANCE STAFF MEETING MINUTES

21 April 1982

A. Notes Based on DDA Staff Meetings:

1. Reported OTE completed first running of a training course on counseling at Xerox Training Center.

25X1 B. Items from Mr. Sherman:

1. Mr. Sherman reported on the DDA Conference held on 15-16 April
25X1 [redacted] DDA Architect, went over status of strategic plan
25X1 for information handling. Bruce Johnson/ODP discussed future of
25X1 information handling in the DDA, electronic mail, word processors, and
25X1 terminals. [redacted] briefed on commo recapitalization and the 25X1
25X1 [redacted]
25X1 OIS, discussed EO 12356 implementation. Mr. Sherman reported he discussed
25X1 payroll problems and solutions Finance is pursuing and the [redacted]
25X1 experiment in data processing. The ADDA discussed FTE position ceiling
[redacted]

issues in OTE. Mr. Fitzwater, DDA, discussed communications within the
DA, team work, relations/approach and future direction/objectives.
Reported good Conference, may have more on one-day basis.

2. Mr. Sherman reported sending forward productivity info required
by Keith Hall.

3. Mr. Sherman reported the Finance Career Conference will be held
25X1 on 12-14 May. Mr. Fitzwater and Maurice Lipton will speak on Wed., 12 May
25X1 and John McMahon and [redacted] on Thursday, 13 May. Mr. Sherman reminded
Staff that anyone participating in the various Tournaments on Friday
afternoon will be charged annual leave.

C. Around-the-table:

25X1 1. [redacted] reported OPM issued instruction on collection of
25X1 premiums for health insurance for co-ops and employees on LWOP. Procedure
25X1 has not been instituted. Reported ODP asked Finance to participate in
25X1 joint new initiative re outside contractor reviewing GAS, FRS and all
25X1 Finance systems in general. Reported [redacted] received a call from 25X1
25X1 [redacted] of OTS re CACI has software they would like to show
the Agency.

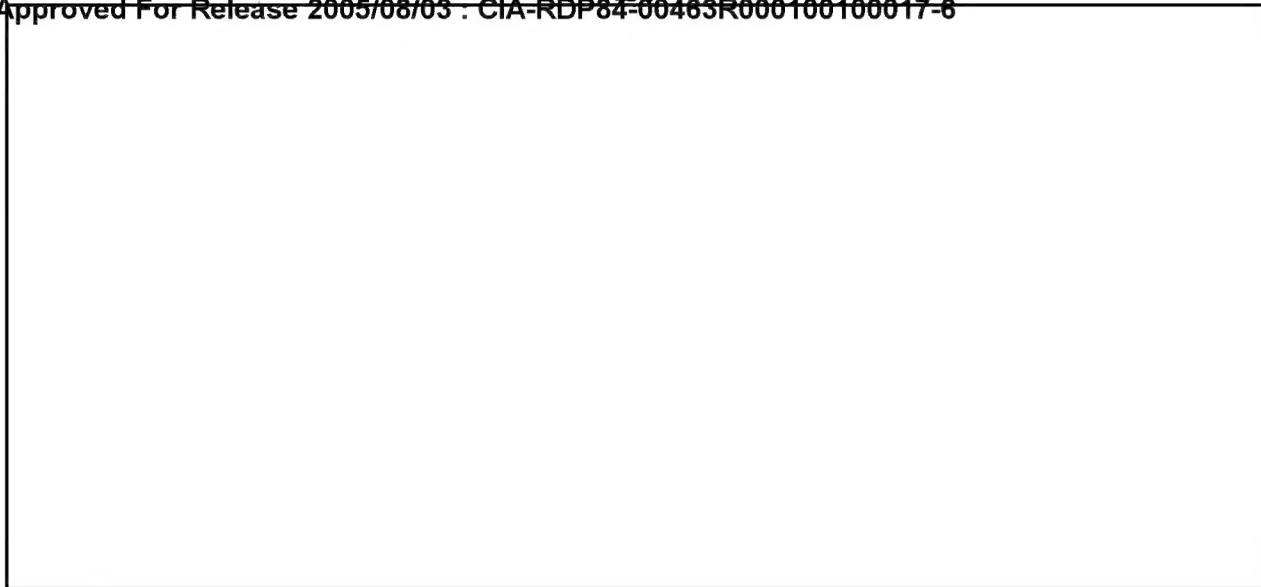
25X1 2. [redacted] attended a meeting on NPIC building,
no approvals as yet.

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3.

Misc

GS-6 and below Clerical Panel met.

25X1 4. [redacted] reported representatives of CD met with
reps. of CP to discuss the "Mis-Match" listing between Payroll and
PERSIGN. It was agreed that Payroll would update their master files.
May have to revamp the Payroll/PERSIGN interface to solve this problem.

25X1 5. [redacted] said he would like to meet on the April trends.

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